

## State Dislocated Worker, WIOA Dislocated Worker, and WIOA Adult PY23/FY24 Carry Forward Waiver Request

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### Background

WIOA regulation § 683.140 provides for the Governor to reallocate youth, adult, and dislocated worker funds among local areas within the State in accordance with the provisions of secs. 128(c) and 133(c) of WIOA. If the Governor chooses to reallocate funds, the provisions in paragraphs (b) and (c) of this section apply.

(b) For the youth, adult and dislocated worker programs, the amount to be recaptured from each local area for purposes of reallocation, if any, must be based on the amount by which the prior year's unobligated balance of allocated funds exceeds 20% of that year's allocation for the program, less any amount reserved (up to 10 percent) for the costs of administration. Unobligated balances must be determined based on allocations adjusted for any allowable transfer between funding streams. The amount to be recaptured, if any, must be separately determined for each funding stream.

(c) To be eligible to receive youth, adult or dislocated worker funds under the reallocation procedures, a local area must have obligated at least 80% of the prior program year's allocation, less any amount reserved (up to 10%) for the costs of administration, for youth, adult, or dislocated worker activities, as separately determined. A local area's eligibility to receive a reallocation must be separately determined for each funding stream.

### Purpose

Providers may request a waiver to carry forward more than 20% of their allocated funds into the next program year using this template. Providers who expend or obligate at least 80% of their formula funds by the end of the 4<sup>th</sup> quarter do not need a waiver. Obligations are defined in [2 CFR 200.71](#) as “orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period”. Any support service or training dollars a provider has agreed to pay for a client are considered an obligation. The grantee should have documentation which authorizes the purchase and shows the dollar amount associated with it. Future salary costs, even when known, may not be included as an obligation per statute. If a local provider chooses to award a portion of their grant funds to a separate entity as a sub-contract or sub-grant to perform core services, those funds would be considered a reportable obligation. The grantee must have a fully executed sub-contract in place with the other entity as supporting documentation.

### Specific Requirements

All Dislocated Worker and WIOA Adult program providers must request a waiver to carry forward more than 20% of their current year's formula allocation into the next fiscal year. All waiver submissions must include a separate request for each funding stream for which a waiver is required.

Waiver requests are due to DEED program staff no later than **May 31, 2024**. DEED will issue a written response within 10 business days.

If you do not request a waiver or if your waiver is denied, DEED will begin the process of recapturing funds after the July RPR/FSR is received (typically mid-August) for the current-year grant. If funds are recaptured from your existing grant, DEED will request that you submit a grant modification to decrease the overall grant amount and realign cost categories.

**Section A: Grant Information**

Please complete the following worksheet detailing your request. Double click on the spreadsheet and it will open in Excel.

<b>Provider Name:</b>					
<b>Grant Funding Stream:</b>	<b>State Dislocated Worker</b>				
<b>Total Amount of Approved Budget:</b>					
<b>Total Expenditures + Unspent Obligations:</b>					
<b>Percent of Allocation to Carry-Forward:</b>	<b>#DIV/0!</b>				
	<b>Current Approved Budget</b>	<b>Expenditures Through Date: _____</b>	<b>Unspent Obligations</b>	<b>Amount Remaining</b>	<b>% Funds Remaining</b>
(833) Administration				\$ -	#DIV/0!
(857) Career Services				\$ -	#DIV/0!
(895) Transitional Services				\$ -	#DIV/0!
(838) Direct Customer Training Services				\$ -	#DIV/0!
(896) Incubent Worker Training				\$ -	#DIV/0!
(828) Support Services				\$ -	#DIV/0!
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

<b>Provider Name:</b>					
<b>Grant Funding Stream:</b>	<b>WIOA Dislocated Worker</b>				
<b>Total Amount of Approved Budget:</b>	<b>\$ -</b>				
<b>Total Expenditures + Unspent Obligations:</b>	<b>\$ -</b>				
<b>Percent of Allocation to Carry-Forward:</b>	<b>#DIV/0!</b>				
	<b>Current Approved Budget</b>	<b>Expenditures Through Date: _____</b>	<b>Unspent Obligations</b>	<b>Amount Remaining</b>	<b>% Funds Remaining</b>
(833) Administration				\$ -	#DIV/0!
(857) Career Services				\$ -	#DIV/0!
(895) Transitional Services				\$ -	#DIV/0!
(838) Direct Customer Training Services				\$ -	#DIV/0!
(896) Incubent Worker Training				\$ -	#DIV/0!
(828) Support Services				\$ -	#DIV/0!
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

<b>Provider Name:</b>					
<b>Grant Funding Stream:</b>	<b>WIOA Adult</b>				
<b>Total Amount of Approved Budget:</b>	\$ -				
<b>Total Expenditures + Unspent Obligations:</b>	\$ -				
<b>Percent of Allocation to Carry-Forward:</b>	<b>#DIV/0!</b>				
	<b>Current Approved Budget</b>	<b>Expenditures Through Date: _____</b>	<b>Unspent Obligations</b>	<b>Amount Remaining</b>	<b>% Funds Remaining</b>
(833) Administration				\$ -	#DIV/0!
(857) Career Services				\$ -	#DIV/0!
(895) Transitional Services				\$ -	#DIV/0!
(838) Direct Customer Training Services				\$ -	#DIV/0!
(896) Incubent Worker Training				\$ -	#DIV/0!
(828) Support Services				\$ -	#DIV/0!
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	<b>#DIV/0!</b>

**Section B: Narrative**

1. What anticipated or unanticipated events contributed to the need to request a waiver?
2. What other funding streams were used to serve your target populations?
3. Were under-expenditures discussed with DEED staff during the grant term (either during a monitoring visit or otherwise)?
4. Did you receive an additional allotment or transfer funds into this funding stream?
5. What is the impact on participants if this request is not approved?
6. Are there any other comments or contributing factors of which DEED should be aware?
7. What action will you take in the future to reduce the amount of carry forward requested? Please be specific.